

Supervisor Outreach Program and Civilian Leader Development Program

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Discussion Topics

- **Initiative #13: Supervisor Outreach Program**
 - Design, Approval and Implementation of a supervisor Outreach Program that Leverages Supervisors as Change Agents Empowered to Manage Their Workforce Members and Make Them Expert, Relevant and Ready for Future AAC Missions
- **Initiative #46: Civilian Leader Development Program**
 - Develop a Civilian Leader Development Program at Every Level

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Issues	Recommendations
1) Initiatives #13 and #46 Overlap	1) Combine Initiatives #13 and #46
Strategy/Resource Plan	Timeline/Deliverables
1) Merge the Basic Concepts of Both Initiatives Into One Initiative	1) 2005 Acquisition Workforce Conference

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Issues	Recommendations
<ol style="list-style-type: none"> 1) How Do We Revitalize the Role of Rating Supervisors as Frontline Change Agents? 	<ol style="list-style-type: none"> 1) Realign ACM Focus from the Individual Workforce to Direct Support of the Rating Supervisor 2) Identify Needed Training and Development Tools 3) Leverage ACMAs 4) Solicit Organization Participation in Implementation 5) Ensure Employees Understand They Are "Responsible for Own Career"
Strategy/Resource Plan	Timeline/Deliverables
<ol style="list-style-type: none"> 1) Establish Team to Develop Implementation Plan 2) Review Tools, Develop Procedures, and Supervisor Training Packet 3) Develop Acquisition Module; Incorporate into HR/Supervisor Training Module and New Supervisor Orientations 4) Initiate Supervisor Outreach Sessions—Small Groups and One-on-one Sessions 5) Identify Organization Liaisons and Provide "Train the Trainer" 	<ol style="list-style-type: none"> 1) Strategy Implementation in the Mar-Jun 05 Timeframe with Supervisor Sessions initiated in all Regions in Jul 05

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Issues	Recommendations
<ul style="list-style-type: none">1) No Well-defined Civilian Leader Development Program2) No Accountability and Enforcement of Mandatory Supervisor/Leadership Training	<ul style="list-style-type: none">1) Require Sequential Civilian Leader Development at Every Level2) Determine Availability/Applicability of Leadership Training needed for Acquisition Workforce3) Provide Diverse Experience Opportunities4) Ensure Supervisor/Employee Accountability
Strategy/Resource Plan	Timeline/Deliverables
<ul style="list-style-type: none">1) Leverage Findings and recommendations of Previous/on-going Studies/initiatives (ATLDP; SAW; CES; DAU)2) Research Existing Leadership Training3) Promote/Participate in C-RDAP4) Encourage Accountability via Performance Evaluations	<ul style="list-style-type: none">1) Strategy Implementation in Apr - May 05

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Issues	Recommendations
1) What Tools and Capabilities Do the Rating Supervisors Need in Their New Roles As Change Agents?	1) Upgrade Learning and Development Toolkit 2) Create a “One Stop” Shopping for Tools That Is Accessible by the Supervisor/Employees 3) Provide Tools for Supervisor to Ensure Employees Meet Acquisition Workforce Mandates
Strategy/Resource Plan	Timeline/Deliverables
1) Review Existing Tools and Capabilities to Ensure They Meet the Supervisor’s Needs 2) Make Learning and Development Toolkit Workforce Friendly 3) Provide Supervisors Access to Employee’s ACRBs 4) Provide Supervisors Timely Workforce Status Reports	1) Continuing process

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Summary of Recommendations

- Establish Supervisor Outreach Program that encompasses the Civilian Leader Development Concepts
 - Re-align ACMs Focus From Individual Workforce Member to Direct Support of the Rating Supervisor
 - Ensure Learning and Development Toolkit Provides the Needed Resources and is Workforce Friendly
 - Develop “Leave-Behind” Training Packet
 - Initiate Organization Small Group Supervisor Sessions Followed by One-on-One Sessions.
 - Build Link Between the ACMA, the ACM, and the Supervisor
 - Leverage Existing/On-going Studies and Initiatives
 - Establish Accountability via Performance Evaluation Process
 - Ensure Employee “Retains” Primary Responsibility for Their Career

The Growth and Development of People
is the Highest Calling of Leadership

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Back-Up

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Issues	Recommendations
<ul style="list-style-type: none">1) How Do We Ensure Implementation Across All Regions?2) Disparity in Large Locations and Distributed Personnel?	<ul style="list-style-type: none">1) Ensure Policies/procedures Are Implemented ?????
Strategy/Resource Plan	Timeline/Deliverables
<ul style="list-style-type: none">1) Review Regional Implementation Processes2) Establish Better Communications between the Regional, Certifying Officials and ACMAs	<ul style="list-style-type: none">1) Continuing Process

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Draft Supervisor Outreach Implementation Timeline



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Leadership Certificate Module “Sample Course Work”

- Pre-Level 1 Course Work for Acquisition Workforce GS-07-12/01-02 (Non-Supervisors), Consisting of Topics Such As “Understanding Leadership Styles,” “Leadership Career Paths” and “Discovering Personal Potential”



ALT – Acquisition Leadership Training

Note: Courses Identified Above Are Shown as Notional and Not Conclusive Regarding Each Level of Training. Final Course Work Will Embrace the Army Acquisition Corps Leadership Competencies of Problem Solving, Decisiveness, Accountability, Interpersonal Skills, Oral Communication, Resilience, and Human Resource Management.

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